



WENDOVER PARISH COUNCIL

Address: The Clock Tower, High Street, Wendover,
Aylesbury, Buckinghamshire HP22 6DU
Tel: 01296 623056 Email: clerk@wendover-pc.gov.uk

AMENITIES COMMITTEE AGENDA

Tuesday 16th June 2026 at 7:10pm

Wendover Community Library, High Street, Wendover HP22 6DU

Committee Membership: Councillors Stephen Worth, Mark Standen, Jennifer Ballantine, Diane Washington, George Atwell, Bob Mackinley Heather Thornton, and Clive Gallagher.

To all Committee Members:

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE-MENTIONED MEETING, WHEN IT IS PROPOSED THAT THE BUSINESS TO BE TRANSACTED SHALL BE AS SET OUT BELOW.

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND. MEMBERS WISHING TO ATTEND MUST CONTACT THE CLERK PRIOR TO THE MEETING.

AGENDA

1) APOLOGIES FOR ABSENCE

To consider any apologies for absence received.

2) DECLARATIONS OF INTEREST

In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 and the Wendover Parish Council Code of Conduct.

3) MINUTES – *page 3*

To confirm the minutes of the meeting of 19th May 2026.

4) PUBLIC PARTICIPATION

A maximum of 3 minutes per speaker will be allowed.

5) FINANCE

To consider the list of payments.

6) UPDATE REPORT FROM THE CLERK – *page 5*

To receive an update on correspondence and actions from the Clerk.

7) OPEN SPACES AND HAMPDEN POND

a) Borehole Project Additions – *page 7*

To consider approving the costs for the borehole project additions.

8) OTHER MATTERS

a) Buckinghamshire Council Sport and Leisure Contribution – *page 11*

To consider approving the application to Buckinghamshire Council for the Section 106 money to support the development and implementation of a MUGA at Ashbrook Recreation Ground.

b) High Street Banners – *page 15*

To consider authorising the office to proceed with the project to install streetlight banners.

9) PLANNING APPLICATIONS

PL/26/04035/FA Springfield Dunsmore Lane Wendover Buckinghamshire HP22 6QJ

Demolition of existing conservatory/sunroom to be replaced with single storey rear extension.

PL/26/04098/HB The Flat 21 High Street Wendover Buckinghamshire HP22 6DU

Listed building application for the installation of secondary glazing to the North elevation (street facing) of the first floor windows.

10) ITEMS FOR NEXT AGENDA

11) DATE OF NEXT MEETING

The next scheduled meeting of the Amenities Committee is 21st July 2026.

12) CLOSURE OF MEETING

Signed by *Andy Smith*

Clerk and Finance Officer

Date: 11th June 2026

WENDOVER PARISH COUNCIL

Minutes of the Amenities Committee Meeting

19th May 2026 at 7:40pm

Wendover Community Library, High Street, Wendover HP22 6DU

Present: Councillors Worth (Chair), Atwell, Gallagher, O'Donnell, Thornton, Tipper, Ballantine, Standen Washington.

Clerk & Minutes: Phoebe Sharps

Members of Public: 0

1. ELECTION OF CHAIR AND VICE CHAIR

A26.001 Cllr Worth was proposed and seconded and Elected as Chair

A26.002 Cllr Mackinlay was proposed and seconded and Elected as Vice Chair

2. APOLOGIES FOR ABSENCE

A26.003 None received

3. DECLARATIONS OF INTEREST

A26.004 None.

4. MINUTES

A26.005 The minutes of the meeting of 21st April 2026 were **RESOLVED** as a true record to be signed by the Chair.

5. PUBLIC PARTICIPATION

A26.006 None.

6. UPDATE REPORT FROM THE CLERK

A26.007 The report was noted.

7. OPEN SPACES AND HAMPDEN POND

a) War memorial flower display

A26.008 The paper was discussed and it was noted that planters on the railings were not in keeping and it would be better to have 4 free standing planters in the corner

A26.009 It was **RESOLVED** to amend the proposal to 4 free standing planters for up to £100

A26.010 The paper as amended was proposed and it was **RESOLVED** to spend up to £100 for planters for the memorial

b) Hampden Meadow Playpark New Equipment

A26.011 The committee noted that both options did not seem exciting to them, but they were not the target audience. Further, it may be more efficient to look to a bigger refurbishment next year and just remove faulty equipment.

A26.012 A proposal to amend the motion so that this years' budget of £30k was to be moved to an EMR and that we look to a £60k refurb of the park in the next financial year was considered and the amendment was **RESOLVED** to be accepted.

A26.013 It was also felt that we should engage the local infant school and perhaps nurseries in the design and that this should be led by the open space working group. It was **RESOLVED** to include this engagement into the motion.

A26.014 The proposal as amended was **RESOLVED** to be recommended to full Council as the amount was over £5k

1. ITEMS FOR THE NEXT AGENDA

A26.015 None presented

10. DATE OF NEXT MEETING

A26.016 The next scheduled meeting of the Amenities Committee is 16th June 2026.

11. CLOSURE OF MEETING

A26.017 As all business was transacted the meeting was closed at 7.55pm.

Signed by
Chair to the Amenities Committee

Date:



ITEM 6 – CLERKS REPORT

Wendover PROW

The office received the reports for WENDOVER PROW EAST, this was shared with the Amenities Committee in an email.

Estates Work

Grass cutting has been the main focus, including footpath strimming and clearance, the wildflower areas are looking brilliant, especially the Witchell area which was planted two years ago, see below.



Events Update

The Events Working Group had earmarked doing an event in 2026 for Armed Forces Day, the first idea was a community concert in St Mary's Church, but we'd been informed that Wendover Singers has already booked the 27th June (Armed Forces Day) for their summer concert. The office had reached out to see if there was a way of collaborating with Wendover Singers to make this an Armed Forces Day event, we had an initial reply but didn't hear anything further.

After this, there was an idea to make the June Local Produce Market an Armed Forces Day themed market, inviting local organisations, such as RAFA, Air Cadets, RBL etc to be able to fundraise and engage with the local community, unfortunately we didn't get many replies or uptake on this.

Therefore, it was decided not to do an event for Armed Forces Day this year and to explore future options, but we will promote the Wendover Singers concert which is now Armed Forces Day themed and will advertise and special deals or offers from local businesses.

Picnic in the Park

Saturday 8th August, 12 noon – 5pm
Hampden Meadow

Sponsorship - £1,500

Premium sponsor - Numbers Limited

Partner sponsors

- Red Carpet Hairdressing
- Christopher Pallet
- BML



Advertising –

2 x banners created and collected will be going up this week, ½ landscape advert in Wendover News for July & August bumper edition.

Christopher Pallet creating sales boards with our design to advertise (free).

Entertainment –

Radley Events Trailer Confirmed (Free) – pictures attached.

Bucks Radio compering and Bucks Bear confirmed (Bucks Bear 1.30 - 2.30pm)

Sallywags Bounce - Inflatables

12.10 - 12.55pm - Spice and Sugar 90's singing duo

1-1.30pm - Cracklewick Morris

1.35 -2.20pm - Lily-Mae Singer (local singer and songwriter)

2.35 - 3.15pm – Hartbeats African Drumming Band (performance with audience participation taster workshop)

3.30pm – 4.15pm - Dog show

4.15pm - Scent Detection Demo (TBC)

Great number of local business, food and drink vendors and community groups attending.



ITEM 7a – Borehole Project Additions

BROUGHT BY

Amenities Committee

SUMMARY

To consider approving the costs for the borehole project additions.

PARISH COUNCIL BACKGROUND

The Hampden Pond Borehole project was approved at the EO Parish Council Meeting on the 20th January 2026.

[EO Full Council Meeting Minutes - 20th Jan 2026](#)

At the Amenities Committee meeting on the 17th March 2026 additional costs were approved.

b) Borehole Additional Costs

A25.131 It was **RESOLVED** to authorise the contractor to proceed with the electrical connection on the understanding that the maximum cost to the Council will be £1,810 to be funded by the Hampden Pond EMR.

A25.132 It was **RESOLVED** to waive the financial regulations requiring 3 quotes as the main work required can only be undertaken by UKPN at a standard cost.

A25.133 It was **RESOLVED** to instruct the electrical contractor to initiate works with UKPN.

A25.134 It was **RESOLVED** to authorise the office to negotiate with HS2 to claim additional funds to cover the costs.

DETAILS

Since the meeting on the 17th March 2026, UKPN were instructed to undertake the work, the work has now been completed.

However ahead of the works UKPN emailed with a consent form and the location of the electric box was different to where we had proposed for it to be fitted. UKPN had stated that their proposed location for the electric box was the only place they would be able to install it, therefore it was approved for the works to go ahead.

The new location outlines sent from UKPN can be found in appendix a.





To complete the Borehole project and connect the borehole to the electric supply more cables are now needed due to the relocation of the box, the works include digging a trench and installing the cables. These works are being completed by a local electrical contractor, we have been told they are complete these works in the next two weeks, weather dependant. The additional cable costs £2,200, see details of funding and current budget standings below:

HS2 funding			£25,000	£25,000
Funding by WPC			£2,025	£2,025
Shortfall				£1,985
		Total	£27,025	£29,010

The committee are asked to consider approving cover the shortfall of £1,985.00 to complete the project.

FINANCIAL CONSIDERATIONS

- It is proposed that this will come out of budget line 4410 Maintenance – Open Spaces, for 26/27 £15,000 was budgeted.
- To note that at the 19th May Finance Committee meeting £11k was put aside to fix the Witchell bank, but we will have to use some of that project budget to complete the borehole.
- The final full cost of the project will go to Full Council to approve.

LEGAL AND OTHER IMPLICATIONS

- UKPN dictate how and where works can be completed due to the electrical connections available in that location.
- The Council should consider the potential reputational damage if the project is not completed.
- The Council should consider if this is in line with the Councils vision and mission statement.

PROPOSAL

To resolve to:

- Accept the cost of £1,985.
- Instruct the electrical contractor to complete the works.

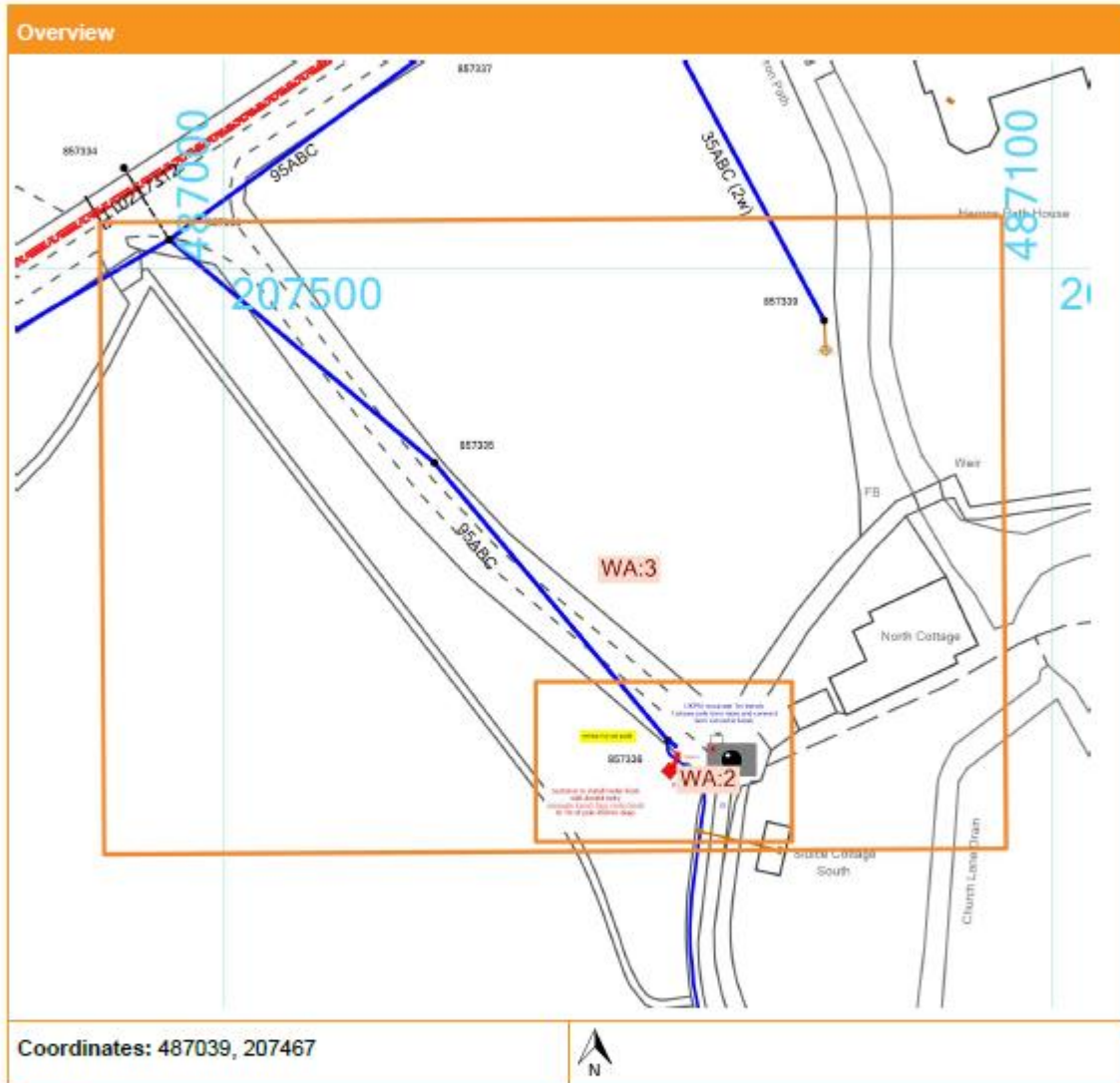
Appendix A – Electric Box New Location



Redline Data Return

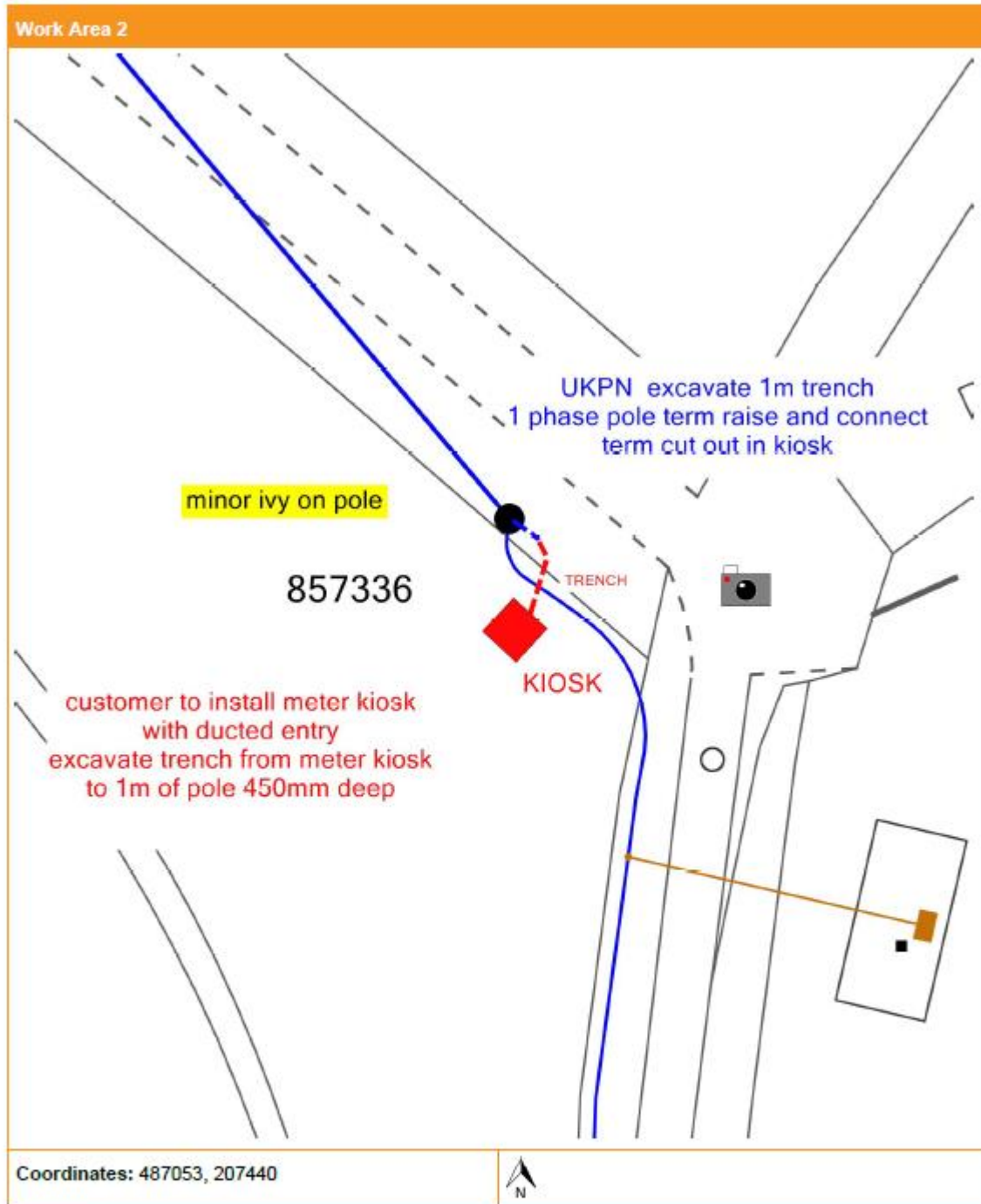
8110222614 Heron path, Wendover, HP22 6NN

Description: 8110222614 Heron path, Wendover, HP22 6NN



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ITEM 8a – Buckinghamshire Council Sport and Leisure Contribution

BROUGHT BY

Office

SUMMARY

To consider approving the application to Buckinghamshire Council for the Section 106 money to support the development and implementation of a MUGA at Ashbrook Recreation Ground.

PARISH COUNCIL BACKGROUND

At the Planning Committee meeting on the 3rd February 2026 the council considered the below application: [PL/25/6079/FA | Erection of 2 x 3-bed dwellings, 2 x 4-bed dwellings and 2 x five-bed dwellings and associated works | Hideaway Farm Wendover Road Stoke Mandeville Buckinghamshire HP22 5TR](#)

P25/140

PL/25/6079/FA Hideaway Farm Wendover Road Stoke Mandeville Buckinghamshire HP22 5TR

Erection of 2 x 3-bed dwellings, 2 x 4-bed dwellings and 2 x five-bed dwellings and associated works

It was noted that this was a well - considered application. However the housing development is outside of the Wendover Settlement Boundary as set out in policy H1 in the Wendover Neighbourhood Plan. There was concern that it would set a precedent and development would occur field by field so that Wendover would lose it's distinctiveness.

There was also concern about traffic and it was noted that it was a fast road with vehicles coming off a relatively quick roundabout so access into and out of the site would be a problem.

It was **RESOLVED** to object to this application

DETAILS

Andy received an email from Parks & Green Infrastructure Lead Officer for Buckinghamshire Council on the 28th April regarding PL/25/6079/FA Hideaway Farm Wendover that stated the below:

Hi Andy,

If the above planning application is approved, it will generate a £31,058 Sport and Leisure Contribution. Please can you provide me with an appropriate sport and leisure project/s, in accordance with our Ready Reckoner (see attached RR App1) to assign the contribution towards.

If you have any queries, please let me know.

Kind regards,

The RR App1 can be seen in appendix a and was also emailed to the committee.

This is still in the early stages as there is currently no decision for this planning application yet, however Andy had further conversations with Buckinghamshire Council about this funding. It was discussed that the proposal would be to use the money for additions to our facilities at Ashbrook Recreation Ground, based on the proximity to the proposed development.



It is proposed the section 106 (sport and leisure contribution) is used to build a MUGA in Ashbrook Recreation Ground, this work is in line with our strategic framework.

Based on current projects and budgets we would probably not be looking to draw down the funds until financial year 2027/28.

The office hasn't received any further information on a timeframe to use the fund or terms and conditions of the fund, but once this is received or the office has more information, we will share this with the Council.

The committee is asked to approve the application to Buckinghamshire Council for the Section 106 money to support the development and implementation of a MUGA at Ashbrook Recreation Ground.

The Open Spaces Working Group with assistance from the office would then go out to get quotes and look at the details, including location and size of the MUGA, this would then come back to Council to consider in the future.

FINANCIAL CONSIDERATIONS

- The total amount available from the fund is £31,058.
- The Council would need to explore covering the rest of the costs if necessary, based on quotes, either in the budget, by crowdfunding or further grant applications.
- The total amount before you must go out to tender is £60,000
- There is already an ongoing project to spend on upgrading our existing playparks and amenities.

LEGAL AND OTHER IMPLICATIONS

- The Council will need confirmation of all requirements and terms and conditions of accepting the fund.
- The Council should consider if this is in line with the Councils vision and mission statement.

PROPOSAL

To resolve to:

- Approve the application to Buckinghamshire Council for the Section 106 money to support the development and implementation of a MUGA at Ashbrook Recreation Ground.

Appendix A – RR App1

Appendix 1

MATRIX OF SPORT, LEISURE AND CULTURAL FACILITY PROVISION STANDARDS IN AYLESBURY VALE

Geographical Level	Public Open Space	Equipped Play Facilities	Youth Shelter / Meeting Area	Skateboard Facility	MUGA	Floodlit STP	Playing Pitches	Changing Pavilion	Community Centre	Dry Sports Centre	Swimming Pool	Heritage and Interpretation	Entertainment Complex	Arts Centre
Hamlet (under 100)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rural Parish 1 (100-300)	PO1	EPI	0	0	0	0	0	0	0	0	0	0	0	0
Rural Parish 2 (300-1,000)	PO2	EP2	YS1	0	0	0	PP1	CH1	CC1	0	0	HI1	0	0
Rural Parish 3 (1,000-3,000)	PO3	EP3	YS1	SB1	MU1	0	PP2	CH1	CC2	0	0	HI1	0	0
Cluster	0	0	0	SB1	MU1	0	PP3	CH1	CC3a and b	0	0	HI1	0	0
Secondary Settlement (Buckingham, Winslow, Wendover, Haddenham)	PO4	EP4	YS2	SB1	MU2	ST1	PP4	CH1	CC3a and b	SC1	SW1	HI2	EC1	AC1
Primary Settlement Community Area	PO4	EP4	YS2	SB1	MU2	0	PP4	CH1	CC2	SC1	SW1	0	EC1	0
Primary Settlement	PO5	0	YS3	SB2	0	ST2	PP4	CH1	0	SC1	SW1	HI3	EC2	AC1

0 No provision required

PO1 Central public open space approximately 0.25 – 1 ha, if an equipped play area is provided

PO2 Central public open space of approximately 2 - 4 ha, providing natural and amenity areas with 50% non sports space.

PO3 Main open space of approximately 4 to 8 ha providing amenity and natural areas with 50% non sports space. Local open space, min. 0.25 hectares, in areas of housing more than 300-400m away from main open space

PO4 Central public open space of approximately 10-20 hectares. Local open space of around 2 ha providing amenity and natural land within 400m of all homes. Immediately local open space of 0.25 – 1 ha in housing within 300m of homes.

PO5 Informal boundary areas providing for informal recreation, local play needs and buffering. Green linear routes within the built areas.

EPI LEAP level equipped play provision on central open space, where appropriate to local circumstances

EP2 NEAP level equipped play provision on central main open space

EP3 NEAP level equipped play provision on central main open space. LEAP level provision in areas of housing more than 300m-400m from main open space

EP4 NEAP level equipped play provision in main park. NEAP provision in each local park. Further equipped play provision where appropriate to local circumstances

YS1 Tubular frame youth shelter manufactured to British Safety Standards one in Main Open Space

YS2 Tubular frame youth shelter & minimum of 9m x 9m hard surface, basketball/football goal unit in each Local Park

YS3 Tubular frame youth shelter & minimum court set up of 20m x 20m with 2 basketball & football goal unit one in each District Park

SB1 Skateboard facility with ramps and pipes as defined through consultation with local young people minimum 2 quarter pipes

SB2 Floodlit skateboard facility with ramps and pipes as defined through consultation with local young people minimum equipment levels to include fun box, quarter pipe, half pipe & grind rail

MU1 One Type 4 floodlit MUGA (unless local circumstances dictate other type) to accommodate five a side football in central main open space to Sport England and SAPCA recommended standards A Guide to the Design, Specification.

MU2 One MUGA as defined in MU1 in main park and each local park, providing location and demographics permit

ST1 Half Full Size Football/Hockey floodlit STP to guidance provided in A Guide to the Design, Specification and Construction of Multi Use Games Areas

ST2 Minimum one Full Size STP per 60,000 population, accessible and available for public use as specified in guidance quoted in ST1

PP1 One adult full size pitch - sport according to identified need at the time

PP2 One adult and one youth pitch with space for mini soccer/rugby according to sports need

PP3 Minimum as PP2 with floodlit grass training area

PP4 Provision as identified in Aylesbury Vale Playing Pitch Strategy

CH1 Pavilion/Clubhouse to standards for relevant play provision as set out in Sport England Design Guidance Note Pavilions and Clubhouses



CC1	Small community centre with main hall<100m ² with foyer, small meeting room, adequate storage, kitchen, toilet facilities & parking
CC2	Medium sized community centre <250m ² , as CC1 with addition of meeting room(s), and stage
CC3a	Minimum 18m x 10m main hall and ancillary facilities suitable for sporting activities to standards set in Sport England Design Guidance Note <i>Village and Community Halls</i> plus fitness room to Cultural Strategy recommended Standard.
SC1	Minimum 18m x 10m main hall with fixed or demountable stage and ancillary facilities suitable for arts and performance activities to standards set in Sport England Design Guidance Note <i>Village and Community Halls</i> .
SW1	Dry sports centre to meet identified Sport England Facility Planning Model deficiencies, designed to Sport England Design Guidance
HI1	Swimming Pool Provision to meet identified Sport England Facility Planning Model deficiencies, designed to Sport England Design Guidance
HI2	Community information point to include interpretation relating to local history & heritage, parish map & visitor guide
HI3	Community information point to include interpretation relating to local history & heritage, parish map & visitor guide
EC1	Nationally Accredited Museum recording settlement history, library link to centre for local studies, visitor guide and town map.
EC2	Community Hall / Theatre with stage & capacity for 200 people - should preferably be located within community school
AC1	Multi purpose auditorium with capacity for 1200 , secondary theatre with capacity of 200
	Minimum of 4 arts workshop areas including wet room & kiln.



ITEM 8b – High Street Banners

BROUGHT BY

Events Working Group

SUMMARY

To consider authorising the office to proceed with the project to install streetlight banners.

PARISH COUNCIL BACKGROUND

In 2025, a project to create and install some bunting or flags for the High Street was highlighted by the Council.

DETAILS

Since this meeting the Estates and Events Manager contacted companies that install bunting for local authorities, at that point this was focussed on a display to commemorate the 80th anniversary of VE Day.

One company met the Estates and Events Manager on the High Street, it was determined at that meeting that due to the varying heights of the buildings on the High Street the installation of bunting across the High Street like the example below, wouldn't be possible due to health and safety regulations i.e clearance height needed.

Example of original idea:



The idea of flags was also questioned by the Estates Team as they highlighted that when the St Georges Flags and Union Flags go up they can wrap and become tangled due to the weather and they don't always have the time to fix them when it happens, therefore there are times that the flags might not be visible.

The office also noted that to complete this style of bunting the office would need to contact every landlord/ the owners of the buildings on the High Street and get permission to install the relevant fixings onto their



buildings and there is a risk that some might not give permission. And any damage to buildings would be a risk and a potential liability to the Council.

Therefore, the Events Working Group have suggested a project to install banners onto streetlights in the centre of Wendover, example below:

Streetlight banner example:



The risks are reduced with this design as the fixing are more temporary and be removed if necessary, and there is only one property owner to consult with – Buckinghamshire Council.

Designs are being produced to be considered by the Council, but the initial idea is to have designs that say “Welcome to Wendover” and “Support Local”, with the Councils branding colours and scheme.

As the streetlights in the centre of Wendover are owned and maintained by Buckinghamshire Council the office has reached out to them regarding this project, with a number of streetlights including the High Street, Pound Street, South Street, Aylesbury Road and Tring Road, they are checking the latest streetlight inspection information and will get back with more information.

As well as this the office enquired about planning permissions due to the streetlight locations being in the conservation area etc, see the information received from Bucks Council below:

Please note that some advertisements may be displayed without advertisement consent, depending on their size and type (for example, small notices, certain business signs, and advertisements displayed within shop windows), provided they meet specific conditions relating to size and illumination.

Where an advertisement exceeds these limits or does not meet the relevant conditions, express advertisement consent must be obtained from the Local Planning Authority.

*However, where a property is located within an **Area of Special Control of Advertisements**, a **Conservation Area**, or the **Green Belt**, advertisement **consent is required** regardless of the size or type of the sign.*

Further useful information and guidance on outdoor advertisements and signs can be found at: [View 'Outdoor advertisements and signs: a guide for advertisers' on Gov.uk](#)

Please follow the link to Planning Portal to aid with your enquiry regarding advertisements:
https://www.planningportal.co.uk/info/200130/common_projects/4/adverts_and_signs



To determine whether your project **requires planning permission**, please follow the guidance given on our website: [Find out if you need planning permission | Buckinghamshire Council](#)

The office has spoken to the local company who have produced signs and banners for events and open spaces, they can produce streetlight banners.

The office have also asked the Councils streetlight contractor whether they will be able to install the banners, they have confirmed they will be able to do the installation.

This project needs further work by the Events Working Group and the office, once the project is fully costed and there are details of the banner designs and locations can be confirmed with Bucks Council, dependant on planning permission being accepted this will be brought back to the Council to consider.

FINANCIAL CONSIDERATIONS

- The total cost of this project needs to be confirmed.
- This project has not been budgeted for in the 26/27 budget.
- If approved the Council would have to consider what financial year, they wanted to complete this project in, and how it would be funded.

LEGAL AND OTHER IMPLICATIONS

- The Council should consider if this is in line with the Councils vision and mission statement.
- There is a possibility that it might be opposed by some residents due to it being in a conservation area. Therefore designs, and sizes need to be considered to reflect this.

PROPOSAL

To resolve to:

- Authorise the office to proceed with the project to install streetlight banners.